For information on becoming a Dental Assistant, see <u>Sources of additional information</u> within this brochure.

For information on youth employment opportunities, contact a career counselor at your high school or employment counselor or job and information center coordinator at your local NH Employment Security Office.

Berlin (752-5500)

151 Pleasant St., PO Box 159, 03570-0159

Claremont (543-3111)

404 Washington St., PO Box 180, 03743-0180

Concord (228-4100)

10 West St., PO Box 1140, 03302 - 1140

Conway (447-5924)

518 White Mountain Highway, 03818-4205

Keene (352-1904)

109 Key Rd., 03431-3926

Laconia (524-3960)

426 Union Ave., PO Box 760, 03246-2894

Lebanon (448-6340)

85 Mechanic St., Ste.4, 03766-1506

Littleton (444-2971)

646 Union St., Ste. 100, 03561-5314

Manchester (627-7841)

300 Hanover St., 03104-4957

Nashua (882-5177)

6 Townsend St., 03060-3285

Portsmouth (436-3702)

2000 Lafeyette Rd., 03801-5673

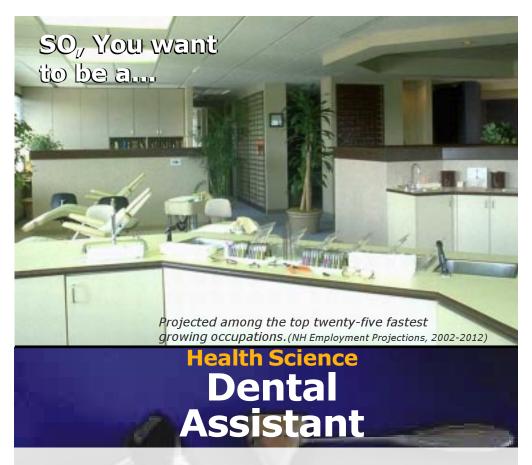
Salem (893-9185)

29 South Broadway, 03029-3026

Somersworth (742-3600)

243 Rt.108, 03878-1512







Here are
a few things
you should know.

You'll want to know a few things about this career.

Avg Hrly Wage: \$14.89

Expected GrowthRate*:

47%

Avg **AnnOpenings:**

96

Training/Educ Needed:

On-the-Job or Military Training, or Apprenticeship

College-level training is encouraged

(www.ada.org). Helpful high school courses include biology, chemistry, health,

and office practices. To see if programs are available in NH go to (NHetwork) at

www.nhes.state.nh.us/nhetwork/

Basic Skills:

Reading, listening, speaking

Job Skills:

Coordination, active listening, speaking, time manage ment, service orientation, information organization, equipment selection.)



TASKS

- 1. Prepares patient, sterilizes and disinfects instruments, sets up instrument trays, prepares materials, and assists dentist during dental procedures.
- 2. Takes and records medical and dental histories and vital signs of patients.
- 3. Assists dentist in management of medical and dental emergencies.
- 4. Records treatment information in patient records.
- 5. Provides postoperative instructions prescribed by dentist.
- 6. Pours, trims, and polishes study casts.
- 7. Instructs patients in oral hygiene and plaque control programs.
- 8. Cleans teeth, using dental instruments.
- 9. Fabricates temporary restorations and custom impressions from preliminary impressions.
- 10. Schedules appointments, prepares bills and receives payment for dental services, completes insurance forms, and maintains records, manually or using computer.

Interests (Holland Code): SAI (Social, Artistic, Investigative) Interest Area: Medical and Health Services Working Conditions: Comfortable, well lighted, clean environment. (Follows saftey procedures to minimize any risks to themselves or patients.)

Avg Work Week: 35-40hrs (Some may work Saturdays and/or evenings.)

Sources of additional info: NH Employment Security (Contact office nearest you or go online to www.nhes.state.nh.us).

Commission on Dental Accreditation, American Dental Association, 211 E. Chicago Ave., Suite 1814, Chicago, IL 60611 (www.ada.org).

American Dental Assistants Association, 203 No. LaSalle St., Suite 1320, Chicago, IL 60601 (www.dentalassistant.org)

